«today»

«reference_name»
«reference_address_line1»
«reference_address_line2»
«reference_address_line3»
«reference_city» «reference_state» «reference_zip»

Request for Criminal Record Check

Federal law requires us to verify certain information about all members of families living in or applying for admission to our developments. Specifically, the Public Housing Authority wishes to avoid admitting a family any one of whose members is involved in criminal activity that you adversely affect the health, safety, or welfare of other tenants. Federal law also requires your cooperation in supplying information on criminal activity (if any) of any person(s) listed below. Your prompt return of this information will be appreciated. A stamped, self-addressed envelope is enclosed. If you have any questions, please call me.

1. Applicant «full_name»

2. Maiden or Alias Names (if known) _____

_____

3. Social Security No. «ssn»

5. Date of Birth «date_of_birth»

Please return the information to **«rental_agent»** at «mgmt_company» in the provided envelope. If you have any questions, contact us at «mgmt_company_phone».

Thank you,

«rental_agent»

Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government. HUD and any owner (or any employee of HUD or the owner) may be subject to penalties for unauthorized disclosures or improper use of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willingly requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than $5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security number are contained in the **Social Security Act at 208 (a) (6), (7) and (8). Violation of these provisions are cited as violations of 42 U.S.C. 408 (a) (6), (7) and (8).**

I hereby authorize the release of the requested information. (see attached)

Tenant Signature